Listing Active Reports Listing Active Reports

# **Listing Active Reports**

## To list Active Reports filed in a Folder

• On the Active Reports >Folder Maintenance screen, enter LI in the two-character Cmd field preceding the appropriate Folder and press Enter.

The Active Report screen appears in the defined layout (selected in the List Layout field - on the Folder Definition >General Attributes screen).

You can also select active reports by keyword.

## To do this

• Enter LK in the two-character Cmd field preceding the appropriate folder and press Enter.

You will then be presented with a window where you can enter the keyword to be used for active report selection, or press PF3 to return to the folder list. See the Section Adding a Report Definition for more information about keywords.

# **Listing Active Reports Summary in Folder**

- To list a summary of Active Reports filed in a Folder
  - 1. The List Layout field on the Folder Definition >General Attributes screen must be defined as 1 (summary).
  - 2. On the Active Reports >Folder Maintenance screen, enter LI in the two-character Cmd field preceding the appropriate Folder and press Enter.

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Active Reports >Summary screen will take the following form:

```
10:24:01
                       **** ENTIRE OUTPUT MANAGEMENT ****
                                                                     2000-11-15
User ID GHH
                            - Active Reports>Summary -
Cmd Report
                               Description
                                                                           NumRp
                                                                              25
                               Output of Check Routines for Development
    CHECK_DEVELOPMENT
   _ ADABAS-START-JOB
                               ADABAS Start Job with statistics
                                                                               1
   _ ADAREP-DB088
                               Data base report data base 088 - VSEE1 -
                                                                               1
   ADAREP-DB088-EXT
                               ADABAS data sets data base 88 with 2 or mo
    ADAREP088-NOM
                               Extract of all NOM data sets
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12-
```

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Column Headings Listing Active Reports

# To display the complete description

• You can move this screen to the left and to the right by using PF10 (<) and PF11(>) respectively.

### OR

• toggle to short names display by using PF9 (Ext):

10:39:37 User ID GHH	**** ENTIRE OUTPUT MANAGEMENT **** - Active Reports>Summary -	2000-11-15
Cmd Report	Description	NumRp
CHECK_DEVELOPMENT	Output of Check Routines for Development	25
ADABAS-START-JOB	ADABAS Start Job with statistics	5
ADAREP-DB088	Data base report data base 088 - VSEE1 -	1
ADAREP-DB088-EXT	ADABAS data sets data base 88 with 2 or more	extents 1
ADAREP088-NOM	Extract of all NOM data sets	1
<del></del>		
<del></del>		
<del></del>		
_ <del></del>		
All		
Command =>		
	PF4PF5PF6PF7PF8PF9PF10PF	
Help Exit	Flip - + Ext	Menu

These screens list an overview of Reports filed in the Folder.

### **Available Line Commands**

Command	Meaning
DD	Display Active Report Definition.
LI	List Active Reports for Selected Report Definition.

# **Column Headings**

• Cmd

Enter a two-character line command (see above).

Report (\*)

The Report name appears in this column. You can enter a Report prefix followed by an asterisk \* and press Enter to list only selected Reports.

• Description

A short description for the Report.

NumRp

The number of Active Reports filed in this Folder for the respective Report definition.

# **List Active Reports for Selected Report Definition**

# To list Active Reports for a selected Report definition

• On the Active Reports >Summary screen (or on the Report Maintenance screen), enter LI in the two-character Cmd field preceding the appropriate Report definition and press Enter.

The Active Report List screen appears:

```
15:37:34
                      **** ENTIRE OUTPUT MANAGEMENT ****
                                                                  2000-11-15
User ID GHH
                           - Active Report List -
Report ..... ADABAS-START-JOB
Description ... ADABAS Start Job mit Statistiken
Cmd Mail Date/Time RunNmbr Lines A R L Rep.Exp. Arc.Exp. Rev.Exp. Message
 21571
                                     D 20001102
                             346
                                     D 20001102
                             349
                                    D 20001102
 __ 20001026 12:56 21568 348 D 20001102
__ 20001021 08:09 21565 367 D 20001028
All
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12--
               Exit Flip
     Help
                                                   Ext
```

# All Active Reports in Folder

If you enter this function from the Active Reports >Summary screen, all Active Reports for the selected Report definition in the Folder are listed.

# All Active Reports Mailed to User ID

If you enter this function from the Report Maintenance screen, and you are defined as a General User, all Active Reports mailed to your User ID for the selected Report definition are listed.

# **All Active Reports for Report Definition**

If you enter this function from the Report Maintenance screen, and you are defined as Administrator, all Active Reports for the selected Report definition are listed.

### **Available Line Commands**

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Column Headings Listing Active Reports

Command	Meaning
AR	Mark an Active Report for Archiving or reset archive flag. The next time the Archiving task is active, it copies the Active Report contents to a magnetic media, which can be restored later.
BR	Browse the contents of the Active Report. This function invokes the Software AG Editor.
BU	Add the Active Report to an Active Bundle that is in Opened status.  A window opens requesting the Bundle name.
СР	Confirm print of an Active Report. (Available when a Report is defined with the CONFIRM option.) The Active Report is printed only when all target Users confirm printing.
DE	Delete an Active Report. If you are the owner of this Active Report, the contents of the Active Report are deleted. Otherwise, only the pointer from the Active Report to your User ID is deleted.
DI	Display General Attributes of an Active Report.
DD	Display a Report Definition.
DS	Distribute an Active Report to an additional User. The User ID receives the Active Report in its #Inbasket Folder. A window opens requesting the User ID.
FI	File an Active Report in a Folder. A window opens requesting the Folder name.
МО	Modify an Active Report.
PR	Print an Active Report.
RV	Mark an archived Active Report for reviving or reset the revive flag. The Active Report is restored from the magnetic media to its original location the next time the reviver is active.
SP	Spool Attributes Active Reports.
US	List Users connected to Active Report (Users on Distribution List and additional Users).
XB	Cross reference. Displays all Bundles that contain the Report.

# **Column Headings**

### • Cmd

Enter a two-character line command (see above).

### Mail Date/Time

Date and time when the Active Report was mailed to your User ID. Enter:

- <(date in system format) to display all active reports mailed **before** the date;
- =(date in system format) to display all active reports mailed **on** the date;
- >(date in system format) to display all active reports mailed **after** the date.

### • RunNmbr

Internal sequence number of the Active Report.

### Lines

Number of lines in the Active Report.

### • A \*

This is the Archive flag. You can enter \*, A, I or R as selection criteria to display:

- \* Active Reports which have been successfully archived.
- A Active Reports which are marked for archiving.
  - They are archived when the archiving task is started.
- I Active reports which are marked for archiving but which should be retained for on-line viewing until their retention period expires.
- **R** Active reports which have been archived and retained for on-line viewing until their retention period expires.

Leave blank to display all Active Reports regardless of archive status.

This is the Revive from Archive flag.

You can enter \*, C, D or S as selection criteria to display:

- Active Reports which have been successfully revived.
- C Active Reports which are marked for reviving from archive to Con-nect.
- **D** Active Reports which are marked for reviving from archive to Entire Output Management Data Base.
- **S** Active Reports which are marked for reviving from archive to spool.

Leave blank to display all Active Reports regardless of revive status.

### • L\*

This is the Location flag.

It indicates the current storage location for the Active Report.

You can enter \*, A, C, D or S as selection criteria to display:

- All Active Reports, regardless of storage location.
- **A** Active Reports currently archived.
- C Active Reports currently stored in Con-nect.
- **D** Active Reports currently stored in the Entire Output Management Data Base.
- **S** Active Reports currently stored in the spool or in a copy file.

Leave blank to display all Active Reports regardless of revive status.

### • Rep.Exp.

Report expiration date. The Active Report is available online until this date.

### • Arc.Exp.

Archive expiration date. The Active Report is kept in the Archive until this date.

Revive expiration date. If the Active Report has been revived from the Archive, the copy created is available online until this date.

### Message

Indicates whether the printing of the Active Report must still be confirmed, or whether it is already confirmed. CONFIRM appears in this field when the Active Report printing must still be confirmed. CONFIRMED appears when the active report printing has been confirmed. If NOMEX008 is in use (see the Section NOM User Exits), the Message field contains return data from NOMEX008.

# **Listing Active Reports in a Folder**

## To list Active Reports filed in a Folder

- 1. The List Layout field on the Folder Definition > General Attributes screen must be defined as 2 (descriptive attributes) or **3** (technical attributes).
- 2. On the Active Reports >Folder Maintenance screen, enter LI in the two-character Cmd field preceding the appropriate Folder and press Enter.

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Active Report List >Folder screen will take the following form:

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Descriptive Attributes Listing Active Reports

```
**** ENTIRE OUTPUT MANAGEMENT ****
 11:17:44
                                                                  2000-11-15
User ID GHH - Active Report List >Folder #Inbasket -
Cmd Report
                              Mail Date/Time Description
   _ CHECK_DEVELOPMENT 20001117 17:29 Output of Check Routines for Deve
  __ ADABAS-START-JOB
                             20001027 13:42 ADABAS Start Job with statistics
                            20001026 12:56 ADABAS Start Job with statistics
  __ ADABAS-START-JOB
                            20001026 12:56 ADABAS Start Job with statistics
  __ ADABAS-START-JOB
  __ ADABAS-START-JOB
                            20001026 12:56 ADABAS Start Job with statistics
  __ ADABAS-START-JOB
                              20001026 12:56 ADABAS Start Job with statistics
  __ ADABAS-START-JOB
                              20001021 08:09 ADABAS Start Job with statistics
  __ ADAREP-DB088-EXT
                              20001020 15:52 ADABAS Data sets data base 88 wi
  __ ADAREP088-NOM
                             20001020 15:52 Extract of all NOM data sets
                             20001020 15:52 Data base report data base 088 -
 __ ADAREP-DB088
 __ CHECK_DEVELOPMENT 20001110 09:19 Output of Check Routines for Deve CHECK_DEVELOPMENT 20001110 09:19 Output of Check Routines for Deve
  __ CHECK_DEVELOPMENT
                            20001110 09:19 Output of Check Routines for Deve
 __ CHECK_DEVELOPMENT
                            20001110 09:18 Output of Check Routines for Deve
 __ CHECK_DEVELOPMENT
                            20001110 09:18 Output of Check Routines for Deve
Top Of Data
Command => _
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
     Help Exit Flip - + Ext < >
                                                                      Menu
```

3. By using PF9 (Ext), you can toggle to short names display.

Then the Active Report List >Folder screen will take the following form:

```
11:17:44
                      **** ENTIRE OUTPUT MANAGEMENT ****
                                                                  2000-11-15
User ID GHH - Active Report List >Folder #Inbasket -
Cmd Report
                     Mail Date/Time Description
 ___ CHECK_DEVELOPMENT 20001117 17:29 Output of Check Routines for Development
 __ ADABAS-START-JOB 20001027 13:42 ADABAS Start Job with statistics
   _ ADABAS-START-JOB 20001026 12:56 ADABAS Start Job with statistics
 __ ADABAS-START-JOB 20001026 12:56 ADABAS Start Job with statistics
 __ ADABAS-START-JOB 20001026 12:56 ADABAS Start Job with statistics
   _ ADABAS-START-JOB 20001026 12:56 ADABAS Start Job with statistics
 __ ADABAS-START-JOB 20001021 08:09 ADABAS Start Job with statistics
 \_ ADAREP-DB088-EXT 20001020 15:52 ADABAS Data sets data base 88 with 2 and mor
 __ ADAREPO88-NOM 20001020 15:52 Extract of all NOM data sets
 __ ADAREP-DB088
                     20001020 15:52 Data base report data base 088 - VSEE1 -
 __ CHECK_DEVELOPMENT 20001110 09:19 Output of Check Routines for Development
 __ CHECK_DEVELOPMENT 20001110 09:19 Output of Check Routines for Development
 __ CHECK_DEVELOPMENT 20001110 09:19 Output of Check Routines for Development
 __ CHECK_DEVELOPMENT 20001110 09:18 Output of Check Routines for Development
  ___ CHECK_DEVELOPMENT 20001110 09:18 Output of Check Routines for Development
Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
     Help Exit Flip
                                                                     Menu
```

# **Descriptive Attributes**

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If you defined List Layout as **2**, the above screen, containing **descriptive attributes** of the Active Reports, appears when you invoke the LI command. This screen lists Active Reports in the selected Folder in descending order according to mailing date and includes a short description.

Listing Active Reports Technical Attributes

## **Technical Attributes**

The descriptive attributes section is actually the left half of the the complete Active Report List >Folder screen.

1. You can display the **technical attributes** for the Active Reports, which are contained on the right half of the Active Report List >Folder screen, by pressing PF11 (>):

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Active Report List >Folder screen (technical attributes) will take the following form:

### Active Report List >Folder screen (technical attributes)

15:12:11	NTIRE OUTPO eport List		_		:	2000-11-15
Cmd Report	created		RunNmbr	Lines	A R L	expires
CHECK_DEVELOPMENT	20001117	17:29	19273	131	 S	20010215
ADABAS-START-JOB	20001027	13:42	17572	356	D	20001203
ADABAS-START-JOB	20001026	12:56	21571	320	D	20001202
ADABAS-START-JOB	20001026	12:56	21570	346	D	20001202
ADABAS-START-JOB	20001026	12:56	21569	349	D	20001202
ADABAS-START-JOB	20001026	12:56	21568	348	D	20001202
ADABAS-START-JOB	20001021	08:09	21565	367	D	20001228
ADAREP-DB088-EXT	20001020	15:52	21564	14	D	20001230
ADAREP088-NOM	20001020	15:52	21563	18	D	20001230
ADAREP-DB088	20001020	15:52	21562	396	S	20001230
CHECK_DEVELOPMENT	20001110	09:19	18755	49	S	20010208
CHECK_DEVELOPMENT	20001110	09:19	18756	129	S	20010208
CHECK_DEVELOPMENT	20001110	09:19	18754	27	S	20010208
CHECK_DEVELOPMENT	20001110	09:18	18753	87	S	20010208
CHECK_DEVELOPMENT	20001110	09:18	18752	103	S	20010208
Top Of Data						
Command =>						
Enter-PF1PF2PF3PF4PF5PF6PF7PF8PF9PF10PF11PF12						
Help Exit Flip		-	+	Ext <	>	Menu

2. Press PF11 (>) again to display further technical attributes for the active reports:

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Technical Attributes Listing Active Reports

	ENTIRE OUTPU Report List		_			2000-11-20
Cmd Report	created		RunNmbr	Lines	A R L	Message
CHECK_DEVELOPMENT	20001117	17:29	19273	131	 S	19273 OK
ADABAS-START-JOB	20001027	13:42	21572	356	D	
ADABAS-START-JOB	20001026	12:56	21571	320	D	
ADABAS-START-JOB	20001026	12:56	21570	346	D	
ADABAS-START-JOB	20001026	12:56	21569	349	D	
ADABAS-START-JOB	20001026	12:56	21568	348	D	
ADABAS-START-JOB	20001021	08:09	21565	367	D	
ADAREP-DB088-EXT	20001020	15:52	21564	14	D	
ADAREP088-NOM	20001020	15:52	21563	18	D	
ADAREP-DB088	20001020	15:52	21562	396	S	
CHECK_DEVELOPMENT	20001110	09:19	18755	49	S	18755 OK
CHECK_DEVELOPMENT	20001110	09:19	18756	129	S	18756 OK
CHECK_DEVELOPMENT	20001110	09:19	18754	27	S	18754 OK
CHECK_DEVELOPMENT	20001110	09:18	18753	87	S	18753 OK
CHECK_DEVELOPMENT	20001110	09:18	18752	103	S	18752 OK
Cop Of Data						
Command =>						
Inter-PF1PF2PF3PF4	PF5PF6-	PF7	PF8	-PF9PF1	0PF	11PF12
Help Exit Flip		-	+	Ext <	>	Menu

3. By using PF9 (Ext) you can toggle to short names display.
Then the Active Report List >Folder screen (technical attributes) will take the following form:

User ID GHH - Active Report List >Folder #Inbasket -								
Cmd Report	created		RunNmbr	Lines	A R L	expires 1	Message	е
CHECK_DEVELOPMENT	20001117	17:29	19273	131	 S	20010215	19273	OK
ADABAS-START-JOB	20001027	13:42	21572	356	D	20001203		OK
ADABAS-START-JOB	20001026	12:56	21571	320	D	20001202		
ADABAS-START-JOB	20001026	12:56	21570	346	D	20001202		
ADABAS-START-JOB	20001026	12:56	21569	349	D	20001202		
ADABAS-START-JOB	20001026	12:56	21568	348	D	20001202		
ADABAS-START-JOB	20001026	08:09	21565	367	D	20001228		
ADAREP-DB088-EXT	20001020	15:52	21564	14	D	20001230		
ADAREP088-NOM	20001020	15:52	21563	18	D	20001230		
ADAREP-DB088	20001020	15:52	21562	396	S	20001230		
CHECK_DEVELOPMENT	20001110	09:19	18754	27	S	20010208	18754	OK
CHECK_DEVELOPMENT	20001110	09:18	18753	87	S	20010208	18753	OK
CHECK_DEVELOPMENT	20001110	09:18	18752	103	S	20010208	18752	OK
op Of Data								
Command =>								
nter-PF1PF2PF3	PF4PF	5PI	F6PF7-	PF8	PF91	PF10PF1	1PF1:	2
Help Exit	Flip		_	+ 1	Ext	< >	Men	u

If you defined List Layout as **3**, the above screen, containing **technical attributes** of the Active Reports, appears when you invoke the LI command. This screen lists Active Reports in the selected Folder in descending order according to creation date and includes run number, number of lines and further technical information, which is explained in the immediately following subsection. You can display the descriptive attributes for the Active Reports, which are contained on the left half of this screen, by pressing PF10 (<).

Listing Active Reports Column Headings

### **Special PF Key Assignments: Active Report List - Folder (Technical Attributes)**

PF Key	Function	Explanation			
PF10	<	Display descriptive attributes.			
PF11	>	Display technical attributes.			

### **Available Line Commands: Active Report List - Folder**

See Available Line Commands: Active Report List.

## **Column Headings**

### • Cmd

Enter a two-character line command.

See Available Line Commands: Active Report List.

### • **Report** (\*)

Report name. Enter selection criteria for the Active Report name.

### • Mail Date/Time

Date and time the Active Report was mailed to your User ID. Enter:

- <(date in system format) to display all active reports mailed **before** the date;
  - =(date in system format) to display all active reports mailed **on** the date;
  - >(date in system format) to display all active reports mailed **after** the date.

### Description

A short description of the Report appears here.

### Created

The date on which the Active Report was created.

### • RunNmbr

Internal sequence number.

### Lines

Number of lines in Active Report.

### • A, R, L

See Column Headings: Active Reports List.

### • Expires

The Active Report is available online until this date.

### Message

Indicates whether the printing of the Active Report must still be confirmed, or whether it is already confirmed. CONFIRM appears in this field when the Active Report printing must still be confirmed. CONFIRMED appears when the active report printing has been confirmed. If NOMEX008 is in use (see the Section NOM User Exits), the Message field contains return data from NOMEX008.